

# MERIT PROMOTION JOB OPPORTUNITY

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**Announcement Number: 05-258** 

Position Title: IT Specialist (APPSW/SYSANALYSIS)

Series and Grade: PG-2210-13 Salary Range: \$74,782 - \$97,213

Promotion Potential: PG-13
Opening Date: 10/28/2005
First Cut-Off-Date: 11/30/2005
Closing Date: 12/30/2005

**Location of Position:** Office of Information Technology and Systems

Systems Architecture Division Software Development Branch

**Number of Openings:** One

Type of Appointment: Permanent Work Schedule: Full-Time Who May Apply: All Sources

# **ABOUT THE GPO:**

Today, the GPO is at the epicenter of technological change as it embraces its historic mission while looking to the digital future. The men and women of the GPO are hard at work transforming the agency into a digital information processing facility that will continue Keeping America Informed into the 21st century and beyond. Come be a part of history in the making as the largest information processing, printing, and distribution facility in the world transforms into a revolutionary digital facility.

# **MAJOR DUTIES:**

The incumbent serves as a senior specialist and technical authority in the design, development, and maintenance of object oriented application systems. Participates with the Chief of Software Development Branch and Director of Systems Architecture in the development of the general system concept for the system being developed. Work performance is evaluated in terms of results and timeliness of assignments. Oversees and assists in the preparation of data tagging systems and/or application program specifications. Writes and oversees the writing of data tagging translation code in order to improve IT process. Serves as the leader of a project team and is responsible for performance of the group against an assigned schedule.

# **QUALIFICATIONS NEEDED:**

Applicants must possess 52 weeks of specialized experience at the next lower grade level. Specialized experience is experience which is directly related to this position and has equipped the applicant with the particular knowledge, skills, and abilities in order to successfully perform the duties described above. Specialized experience is experience that demonstrated technical authority in the design, development, and maintenance of object oriented application systems, data tagging systems and/or translation code design and usage equivalent to PG-12 grade level.

All qualifications must be met by the closing date of this announcement.

# **HOW YOU WILL BE EVALUATED:**

If you meet the qualifications described above, you will be further evaluated based on your narrative responses to each knowledge, skill, ability and other characteristic (KSAO) listed below. Your narrative responses should explain how your experience, education, training, awards and appraisals demonstrate that you possess each KSAO. When describing your KSAOs, please be sure to explain how often you used the skills, the complexity of the knowledge you possessed, and give examples of problems handled and results achieved. Please limit your narrative response statements to one page per KSAO.

You must submit separate narrative response statements for each KSAO with your application package.

# Knowledge, Skills, and Abilities and Other Characteristics required for this position:

- 1. Knowledge of object-oriented programming.
- 2. Skill in the use of XML and XSLT.
- 3. Knowledge of the Linux Operating System.
- 4. Ability to write and debug complex computer programs.
- 5. Ability to write detailed specifications for new applications.

#### **HOW TO APPLY:**

There is certain information that we must have to determine if you meet the legal requirements for Federal employment and to evaluate your qualifications for this specific position. If your application package does not provide all the information requested, you will lose consideration for the job.

**STEP 1:** Complete a resume or an Optional Form (OF) 612, "Optional Application for Federal Employment" (OF-612). The OF-612 is available electronically at <a href="http://www.opm.gov/forms/pdf\_fill/of612.pdf">http://www.opm.gov/forms/pdf\_fill/of612.pdf</a>. If you submit a resume, make sure it contains all the pertinent data requested in the OF-612, including your social security number. To assist you in sending in a complete resume, use our checklist at <a href="http://www.gpo.gov/careers/pdfs/Resume\_Checklist.pdf">http://www.gpo.gov/careers/pdfs/Resume\_Checklist.pdf</a>.

**STEP 2:** Prepare separate narrative responses to each of the KSAOs listed in this announcement.

**STEP 3:** <u>Current and Former Federal Employees:</u> Attach a copy of your most recent Standard Form (SF)-50 and performance appraisal as proof of status or reinstatement eligibility. GPO Employees may obtain a copy of their SF-50 and Performance Appraisal from the Human Capital Business Center in Room C-106. All time in grade requirements must be met by the closing date of this announcement.

Applications will be accepted from both status and non-status candidates. Status candidates who wish to be considered under both merit promotion and competitive procedures must submit two (2) complete applications. When only one (1) application is received, it will be considered under merit promotion procedures only.

<u>Veterans</u>: Attach a copy of your most recent DD-214, "Certificate of Release or Discharge from Active Duty" or letter from the Veterans Administration documenting your military service. Veterans who are 1) preference eligibles or 2) who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service or 3) meet other eligibility requirements under veteran appointing authorities may apply to this announcement. For more specific information about your veteran's preference and eligibility, please visit

<u>http://www.opm.gov/veterans/.</u> When one application is received, it will be considered under merit promotion procedures only, when applicable.

Applicants with Disabilities: If you are seeking an excepted appointment based on a disability, please attach a certification from a State or District of Columbia rehabilitation counselor indicating that you can perform the duties of the position and are eligible for an excepted appointment based on a physical or mental disability.

**STEP 4:** Assemble your application package and hand-deliver, e-mail, fax, or mail your application to GPO using the information below. If sending an application via email, you must include the vacancy announcement number in the subject line and fax/mail all additional documentation by the closing date.

# **Send Your Complete Application Package to:**

Application Processing, STP: HCD U.S. Government Printing Office 732 N. Capitol Street, NW Washington, DC 20401

FAX: (202) 512-1292

Email: applicationprocessing@gpo.gov

# **For Additional Information Please Contact:**

Human Capital Department IT&S/HC

Phone: (202) 512-1035 TDD: (202) 512-1519

Your complete application package must be <u>received</u> at the address below by 12:00 midnight on the closing date of the announcement. Due to delays in processing mail, you are encouraged to hand-deliver, e-mail, or fax your application package.

Applicants will receive written notification of their application status following an initial review of the application by Human Capital and when a final selection has been made.

# **PRE-EMPLOYMENT CONSIDERATIONS:**

Selectees must successfully pass a drug test and background check before appointment. Current GPO employees are not subject to these requirements.

GPO will not pay relocation costs.

# **BENEFITS:**

The Federal government offers a number of exceptional benefits to its employees. We offer a broad array of benefits programs and family friendly flexibilities to meet you and your family's needs. These benefits include, but are not limited to: health care, life insurance, flexible spending and dependent care accounts, annual and sick leave, long-term care insurance, retirement savings plans, and transit benefits. For more information about these benefits, please visit <a href="http://www.usajobs.opm.gov/ei61.asp">http://www.usajobs.opm.gov/ei61.asp</a>.

GPO provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify GPO.

GPO is an equal employment opportunity employer.